



**MOUNTAIN IRON
CITY COUNCIL
MEETING**

MONDAY, OCTOBER 7, 2024

6:30 P.M.

**MOUNTAIN IRON COMMUNITY CENTER
MOUNTAIN IRON ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING
COMMUNITY CENTER
MOUNTAIN IRON ROOM
MONDAY, OCTOBER 7, 2024 - 6:30 P.M.
A G E N D A**

- I. Roll Call
- II. Pledge of Allegiance
- III. Consent Agenda
 - A. Minutes of the September 16, 2024, Regular Meeting (#1-6)
 - B. Receipts
 - C. Bills and Payroll
 - D. Communications
- IV. Public Forum
- V. Committee and Staff Reports
 - A. Mayor's Report
 - B. City Administrator's Report
 - C. Director of Public Work's Report
 - D. Library Director/Special Events Coordinator's Report
 - E. Sheriff's Department Report
 - F. City Engineer's Report
 - 1. Pay Request Number 1 – Drainage Improvements (#7-8)
 - 2. Change Order Number 1 – Drainage Improvements (#9)
 - G. Fire Department's Report
 - H. Liaison Reports
- VI. Unfinished Business
- VII. New Business
 - A. Temporary Liquor License (#10)
- VIII. Communications
- IX. Announcements
 - A. Walk to School Day – October 9th
- X. Adjourn

Page Number in Packet
*Enclosed

MINUTES
MOUNTAIN IRON CITY COUNCIL
September 16, 2024

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Ed Roskoski, Al Stanaway, Joe Prebeg Jr., Julia Buria and Mayor Peggy Anderson. Also, present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Anna Amundson, Library Director/Special Events Coordinator; Amanda Inmon, Municipal Services Secretary; Al Johnson, City Engineer; Bryan Lindsay, City Attorney; and SGT Grant Toma, Sherriff's Dept.

It was moved by Buria and seconded by Prebeg the consent agenda be approved as follows:

1. Approve the minutes of the September 3, 2024, regular meeting.
2. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
3. To acknowledge the receipts for the period September 1-15, \$148,497.34 (a list is attached and made a part of these minutes).
4. To authorize the payments of the bills and payroll for the period September 1-15, \$346,732.21 totaling \$a list is attached and made a part of these minutes).

The motion carried (Yes: Stanaway, Prebeg, Buria and Anderson; No: Roskoski).

It was moved by Roskoski to amend the motion, to remove the bills from Napa Auto Parts in the amount of \$306.00, from the consent agenda for separate consideration. The motion failed due to lack of support.

Public Forum:

- No one spoke during the forum

The Mayor reported on the following:

- No formal report

City Administrator:

- No formal report

It was moved by Stanaway and seconded by Roskoski to approve the included agreement as presented with the Salvation Army for their Heat Share program for the 2024-2025 winter season. The motion carried.

Director of Public Works:

- Crack sealing continuing around town as well as West II Rivers Campground
- Electrical project – starting towards end of month, see activity near highway

Library Director/Special Events Coordinator:

- Fall programs underway
 - Halloween Carnival, Sunday, October 27th @

Sheriff's Department:

- “Coffee with a cop” October 2nd from 11am-1pm at Adventures Restaurant

It was moved by Roskoski for the Sheriff's Dept. to contact necessary St. Louis County Highway Staff, requesting signage near the Number 7/Sheldon Junction Intersection area, stating “No use of Jake/Jacob breaks before 8:00am.” The motion failed due to lack of support.

City Engineering:

- No formal report

City Attorney:

- Oriole Avenue update

It was moved by Roskoski that Street and Alley Committee work with Benchmark Engineering to put together a plan with estimated cost for replacement of curb/gutter on Main Street from Mineral Avenue corner up to the alley just east of the Senior Center. This request will be available at the December 2, 2024, City Council meeting. The motion failed due to lack of support.

It was moved by Prebeg and seconded by Stanway to approve Resolution #15-24; Approving Proposed 2024 Tax levy, with a 3% increase, collectable in 2025 (a copy is attached and made a part of these minutes). The motion carried (Yes: Stanaway, Prebeg, Buria and Anderson; No: Roskoski).

Announcement:

- Red Cross Blood Drive
 - Tuesday, September 17th at the Community Center
- Mountain Iron Merritt Days Planning meeting
 - Tuesday, September 24th @ 5:30pm at the Mountain Iron-Buhl Highschool

At 6:56p.m., it was moved by Buria and seconded by Prebeg the meeting be adjourned. The motion carried.

Submitted by:



Amanda Inmon
Municipal Services Secretary
www.mtniron.com

Distribution Summary

Category	Distribution	GL Account	Amount
BUILDING RENTALS	BUILDING RENTAL DEPOSITS	101-20607	1,800.00
BUILDING RENTALS	COMMUNITY CENTER	101-36-6200-089	750.00
BUILDING RENTALS	SENIOR CENTER	101-36-6200-089	50.00
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	357.03
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	10,834.43
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	101-20803	314.70
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	794.55
FINES	CRIMINAL	101-35-5100-000	553.20
INTERGOVERNMENTAL REVENUE	TACONITE MUNICIPAL AID	101-33-3401-008	265,560.00
METER DEPOSITS	ELECTRIC	604-22000	850.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	10.00
MISCELLANEOUS	BC/BS - MEDICA PAYABLE	101-21709	2,000.00
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	230.00
MISCELLANEOUS	LIBRARY- FINES & FEES	101-36-6200-092	17.99
MISCELLANEOUS	LIBRARY-MISC. INCOME	101-45-1501-217	150.00
MISCELLANEOUS	MISC. - GENERAL	101-37-7100-023	1,673.98
MISCELLANEOUS	OVERPMT-ADMIN-PHONE	101-41-1400-321	1.38
PERMITS	BUILDING	101-32-2100-000	3,592.76
UTILITY	UTILITY	001-11105	242,456.40
Grand Totals:			<u>531,996.42</u>

Report Criteria:

Report type: Summary
 Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/24	09/16/2024	161102	130011	UNITED STATES POSTAL SERVICE	801-20200	672.51
09/24	09/19/2024	161103	10056	A T & T MOBILITY	101-20200	863.80
09/24	09/19/2024	161104	10070	A-1 RENTAL SERVICES INC	602-20200	1,552.50
09/24	09/19/2024	161105	1695	ANTHONY KUISMI	604-20200	118.24
09/24	09/19/2024	161106	10021	ARROWHEAD LIBRARY SYSTEM	101-20200	267.00
09/24	09/19/2024	161107	130194	ASCENDANCE TRUCKS CENTRAL, LLC	101-20200	352.71
09/24	09/19/2024	161108	10042	AUTO VALUE VIRGINIA	101-20200	361.78
09/24	09/19/2024	161109	1697	BARBARA MONETTI	604-20200	155.91
09/24	09/19/2024	161110	20022	BENCHMARK ENGINEERING INC	101-20200	5,703.75
09/24	09/19/2024	161111	1698	BRIANNA MILLER	604-20200	57.25
09/24	09/19/2024	161112	30055	BTAC ACQUISITION CORP.	101-20200	1,672.11
09/24	09/19/2024	161113	30084	CARDMEMBER SERVICE	603-20200	8,356.24
09/24	09/19/2024	161114	170001	CENTURY LINK	101-20200	328.23
09/24	09/19/2024	161115	30016	CHAMPION AUTO	602-20200	88.17
09/24	09/19/2024	161116	253	CHELSEY FOLKERT	101-20200	66.23
09/24	09/19/2024	161117	30082	CITY OF EVELETH	101-20200	285.60
09/24	09/19/2024	161118	220003	CITY OF VIRGINIA	101-20200	45.57
09/24	09/19/2024	161119	30026	COMO LUBE & SUPPLIES INC	101-20200	145.00
09/24	09/19/2024	161120	1901024	CTC-446126	101-20200	543.09
09/24	09/19/2024	161121	1877	DEEANN LINDHOLM	101-20200	200.00
09/24	09/19/2024	161122	40015	DULUTH NEWS TRIBUNE	101-20200	349.84
09/24	09/19/2024	161123	50037	EDWARDS OIL COMPANY	602-20200	871.03
09/24	09/19/2024	161124	50048	FRONTIER ENERGY	604-20200	884.75
09/24	09/19/2024	161125	70016	GOPHER STATE ONE CALL INC	604-20200	109.35
09/24	09/19/2024	161126	70004	GRANDE ACE HARDWARE	604-20200	4.88
09/24	09/19/2024	161127	80022	HAWKINS INC	602-20200	1,196.94
09/24	09/19/2024	161128	80001	HILLYARD/HUTCHINSON	101-20200	313.22
09/24	09/19/2024	161129	80037	HOMETOWN MEDIA PARTNERS	101-20200	221.50
09/24	09/19/2024	161130	80026	HUSKY SPRING	604-20200	84.22
09/24	09/19/2024	161131	80003	HYDROBLAST DEGREASING INC.	101-20200	325.00
09/24	09/19/2024	161132	550	JAY HALLING	101-20200	66.23
09/24	09/19/2024	161133	1804	JESSICA CARTER	101-20200	200.00
09/24	09/19/2024	161134	634	KELLY HILDRETH	101-20200	200.00
09/24	09/19/2024	161135	120006	L & M SUPPLY	101-20200	2,851.81
09/24	09/19/2024	161136	120019	LEAGUE OF MN CITIES	101-20200	1,256.00
09/24	09/19/2024	161137	130004	MESABI TRIBUNE	101-20200	608.00
09/24	09/19/2024	161138	110035	MIDWEST COMMUNICATIONS	101-20200	88.00
09/24	09/19/2024	161139	130039	MINNESOTA DEPT OF COMMERCE	604-20200	372.67
09/24	09/19/2024	161140	140026	MINNESOTA ENERGY RESOURCES	101-20200	107.27
09/24	09/19/2024	161141	130009	MINNESOTA POWER (ALLETE INC)	604-20200	188,596.13
09/24	09/19/2024	161142	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	16,170.12
09/24	09/19/2024	161143	30001	NAPA AUTO PARTS	101-20200	349.44
09/24	09/19/2024	161144	140004	NORTHERN ENGINE & SUPPLY INC	602-20200	196.18
09/24	09/19/2024	161145	90005	PEP'S BAKE SHOP	101-20200	132.00
09/24	09/19/2024	161146	160057	PHIL'S GARAGE DOOR SERVICE	101-20200	455.06
09/24	09/19/2024	161147	170007	QUILL CORPORATION	101-20200	382.13
09/24	09/19/2024	161148	180003	RANGE OFFICE SUPPLY	601-20200	121.73
09/24	09/19/2024	161149	180006	RMB ENVIRONMENTAL LABORATORIES	602-20200	991.71
09/24	09/19/2024	161150	1699	ROY SANDERS	604-20200	13.14
09/24	09/19/2024	161151	1696	SHANE WETZEL	604-20200	116.35
09/24	09/19/2024	161152	1876	STELLA KOTNIK	101-20200	200.00
09/24	09/19/2024	161153	5007	SUN LIFE FINANCIAL	602-20200	1,029.95
09/24	09/19/2024	161154	180023	TECH BYTES	101-20200	40.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
09/24	09/19/2024	161155	200020	THE TRENTI LAW FIRM	101-20200	7,289.53
09/24	09/19/2024	161156	10075	VESTIS	603-20200	197.52
09/24	09/19/2024	161157	220020	VISA OR PARK STATE BANK CC PMT	101-20200	6,642.13
09/24	09/19/2024	161158	1700	WENDY SCHROEDER	604-20200	105.72
09/24	09/19/2024	161159	240001	XEROX CORPORATION	101-20200	568.51
Grand Totals:						255,543.75
PP-Ending 08/30						\$50,000.50
PP-Ending 09/13						\$41,187.96
TOTAL EXPENDITURES						\$346,732.21



CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

RESOLUTION NUMBER 15-24

APPROVING PROPOSED 2024 TAX LEVY, COLLECTABLE 2025

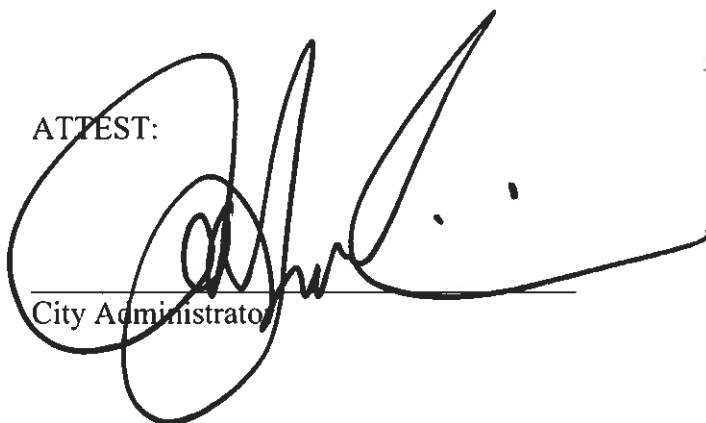
BE IT RESOLVED, by the City Council of the City of Mountain Iron, County of Saint Louis, Minnesota, that the following sums of money be levied for the current year, collectable in 2024, upon the taxable property in the City of Mountain Iron for the following purposes:

TOTAL PROPOSED LEVY	\$1,483,760
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The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Saint Louis County, Minnesota.

DULY ADOPTED BY THE CITY COUNCIL THIS 16th DAY OF SEPTEMBER, 2024.

ATTEST:



City Administrator



Mayor Peggy Anderson



CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING
MINING • LAND SURVEYING • LAND DATA BASE MAPPING

8878 Main Street - PO Box 261
Mountain Iron, MN 55768-0261
tel: 218-735-8914 fax: 218-735-8923
email: info@bm-eng.com

October 2, 2024

Mr. Craig Wainio, City Administrator
City of Mountain Iron
8586 South Enterprise Drive
Mountain Iron, MN 55768

Re: Pay Request #1 for Drainage Improvements
City of Mountain Iron
Project No. MI22-06

Dear Mr. Wainio,

Attached, please find Pay Request No. 1 for the Drainage Improvement project in the amount of **\$81,088.20** for approval at your next scheduled council meeting. This amount includes withholding 5% retainage on work completed to date. This also includes Change Order #1, which **increases** the contract amount by **\$15,471.00**. This additional work includes culvert pipe under the roadway and additional ditch cleaning. Please refer to the attached pay request breakdown for a summary of items completed.

Please approve Change Order #1 and then Pay Request #1. If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,
Benchmark Engineering, Inc.


Alan Johnson
Project Engineer

CC:
Mesabi Bituminous, Inc.
Lauren Buffetta, Benchmark Engineering

CHANGE ORDER

Order No. 1

Date: 9/4/24

NAME OF PROJECT/PROJECT NO: City Garage Ditch Improvements

OWNER: City of Mountain Iron

CONTRACTOR: 2EZ Inc. Dba Jola and Sopp Excavating Inc.
Eveleth, MN

ENGINEER: Benchmark Engineering, Inc.

Reason for Change Order:

This Change Order is to extend the completion date to September 30, 2024 and to add an additional culvert under Slate Street, and additional ditch cleaning to the north of the project limits..

The following changes are hereby made to the CONTRACT DOCUMENTS:

The contract amount is increased by **\$15,471.00**

Change to CONTRACT PRICE:

Original CONTRACT PRICE \$ 87,055.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDERS \$ 87,055.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased by: \$ 15,471.00

The new CONTRACT PRICE including this CHANGE ORDER will be: \$ 102,526.00

Recommended by: _____
Engineer (Authorized Signature)

Date:

Approved by: _____
Owner (Authorized Signature)

Date:

Accepted by:  _____
Contractor (Authorized Signature)

9/4/2024
Date:



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 Fax 651-297-5259 TTY 651-282-6555
APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization <u>Soroptimist Club of Virginia</u>		Date organized <u>1-26-1956</u>	Tax exempt number <u>41-6040928</u>
Organization Address <u>P.O. Box 389</u>	City <u>Virginia</u>	State <u>MN</u>	Zip Code <u>55792</u>
Name of person making application <u>Shirley Lenci</u>		Business phone <u>cell</u> <u>—</u>	Home phone <u>218-780-3608</u>
Date(s) of event <u>October 23, 2024</u>	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name <u>Kathy Riordan</u>	City <u>Virginia</u>	State <u>MN</u>	Zip Code <u>55792</u>
Organization officer's name <u>Madelyn Mesich</u>	City <u>Virginia</u>	State <u>MN</u>	Zip Code <u>55792</u>
Organization officer's name <u>Susan Beck</u>	City <u>Virginia</u>	State <u>MN</u>	Zip Code <u>55792</u>

Location where permit will be used. If an outdoor area, describe.

Cinema 6 - 8426 Enterprise Drive South Mt. Iron, MN 55765

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

NO

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Yes - Pacific Ag Insurance Agency

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US